file : NFAC

NFAC #4611-81

ODP #81-988

NATIONAL FOREIGN ASSESSMENT CENTER

WASHINGTON, D. C. 20505

Director

2 8 JUL 1981

MEMORANDUM FOR: Director of Data Processing

SUBJECT   : Agency-Standard Word Processing System

1. The current procurement effort to obtain a full TEMPEST Agency-Standard Word Processing system, which your Office is leading with participants from each Directorate, is worthwhile. I am supportive of this effort, but I do have a concern which I want to share with you.

2. As you know, with ODP's assistance we have installed NBI word processors in much of NFAC over the past two years. This device is now fully integrated into the NFAC publications cycle after an expected, but not insignificant, period of training and a gradual, but now relatively complete, user acceptance. I want to insure that NFAC's ability to get its publications out not be adversely affected in the near term by the introduction of yet another new word processing device. The fact that the phase over to an Agency-wide standard word-processing device comes at a time when NFAC will be faced with a major transition to the SAFE system is an important factor in my concern. As a consequence, implementation in NFAC of the new device should be done gradually, with only a small number of the new devices installed in a test mode in NFAC as the first step.

3. Please call me if you have comments or questions. Also,
STAT [   ] NFAC Word Processing Systems Coordinator,
STAT [   ], NFAC ADP Control Officer (NFAC participants in your RFP effort for the standard word processing device) are available to answer any questions you may have about word processing in NFAC.

STAT

John McMahon

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Memo fm NFAC on Agency-Standard Word Processor dtd 28 Jul 1981

FROM: D/ODP/DDA 2-D-00 HQS.	EXTENSION	NO.
		DATE 30 July 1981

STAT

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. DDA BX-4				Harry: Apropos my memo on standard word processors, here is NFAC's concern about changes. We need to get on with the pro- curement if we are ever to achieve a standard.
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